

Semester	6
Course	CORE BA HUMANITIES AND SOCIAL SCIENCE
Paper Code	C3BG230621T
Paper Title	PUBLIC ADMINISTRATION
No. of Credits	4
Theory / Practical / Composite	Theory
Minimum No. of preparatory hours per week a student has to devote	4
Number of Modules	2
Syllabus	MODULE I 1. Nature and Scope of Public Administration 2. Major Approaches: New Public Administration, Comparative Public Administration, New Public Management 3. Bureaucracy: Karl Marx and Max Weber MODULE II 4. Key Concepts: Hierarchy, Unity of Command, Span of Control, Authority, Centralization and Decentralization, Line and Staff. 5. Administrative Processes: Communication and Control; Delegation, Leadership. 6. Public Policy: Formulation and Implementation
Learning Outcomes	• Understand and explain the basic principles and approaches of Public Administration. • Awareness about the institutions and mechanism in force for citizen-state interface.
Reading/Reference Lists	1. Bhattacharya, Mohit, (2008) <i>New Horizons of Public Administration</i>, 5th Revised Edition. New Delhi: Jawahar Publishers. 2. Bhattacharya, Mohit. (2012) <i>Restructuring Public Administration: A New Look</i>, New Delhi: Jawahar Publishers. 3. Basu, Rumki. (2014) <i>Public Administration: Concepts and Theories</i>, Sterling Publishers, New Delhi 4. Nicholas, Henry. (1999) <i>Public Administration and Public Affairs</i>, Prentice Hall. 5. W. Wilson, (2004) 'The Study of Administration', in B. Chakrabarty and M. Bhattacharya (eds), <i>Administrative Change and Innovation: a Reader</i>, New Delhi: Oxford University Press. E-Link: https://egyankosh.ac.in/bitstream/123456789/25454/1/Unit-1.pdf

Evaluation	Theory CIA:30 Semester Exam:70	Practical (if applicable) CA: Semester Exam:
Paper Structure for Theory Semester Exam	Short questions: 10 out of 15 of 2marks each (10x2=20) Essay Type: 1 out of 3 of 15 marks each (1X15= 15) (35 marks per module) 35+35 (Module I + Module II= 70) (70+30 CIA=100)	